

The Hunt Memorial Building

6 Main St., Nashua New Hampshire 03064

Hunt Board of Trustees Regular Meeting: Apr 12, 2017. Called to order: 6:16 p.m.

Brenda Baron presided: Secretary Stacy Baxter recorded.

In attendance: Tammy Crisp, Charlie Matthews, Stacy Baxter, Harold Solomon, Brenda Baron, Rosalie McQuaid, Jen McCormack, Mary Ann Melizza-Golia

Also present: Amy DeRoche, Administrator

Absent: Cail Bellavance

Tammy made motion to adjust order of reports to accommodate Amy's need to leave early. Motion approved.

Administrator's Report: Motion to accept by Jen, seconded by Tammy. Motion carries.

- Roof work is completed, \$1400 under estimate (due to copper salvage monies)
- Office #2 is having new carpet installed on Friday (April 14th)
- TLC filmed an episode at the Hunt Building in Feb that will air late spring/summer

Updates: (Old business)

- Parks and Recreation will be reseeding the lawn, buying some annuals and purchasing junipers for the front of the building. Tammy asked why we stalled on the landscaping plan that had been previously discussed. Brenda reminded us that the roof replacement had used funds that we were hoping to utilize for exterior improvement.
- Board will look at landscaping quote/design and try to implement in phases to keep forward momentum going on overall plan.
- Discussion about opportunity to lay black mulch instead of red to improve contrast between grounds and building. Although Parks and Recreation were not able to purchase black mulch for project, Board discussed possibility of buying the mulch and requesting P&R to provide assistance in laying it. Brenda will follow up with Nick Caggiano.
- Quote for new up-lighting of building discussed. Project will need to be placed on hold due to high cost. Brenda will request Amy to follow up with city maintenance to replace the existing flood light bulbs that are not working.

Tammy makes motion to go into non-public session as matter, if discussed, might harm the reputation of certain individual(s). Jen seconds. Motion carries.

Jen moves to come out of non-public session, Tammy seconds. Motion carries.

Secretary's Report: Motion to accept February minutes by Rosalie, seconded by Harold. Motion carries.

Treasurer's Report: Motion to accept March report by Jen, seconded by Harold. Motion carries.

- Board would like the budget to be clarified in regards to the rollover funds. Brenda will meet privately with controllers to review this.
- Jen will reach out to appropriate city department to facilitate the Board in receiving all pertinent financial information for Treasurer Report.

New Business

- Office lease review/annual approval Charlie makes motion to approve new leases with attachment of rate schedule and map of offices. Tammy seconds. Motion carries.
- Discussion surrounding half-day rentals was put on hold

Public Comment: None

Move to Adjourn: Made by Jen at 7:24pm

Next Meeting on May 10th, 2017

- exterior